



# Pacifica School District

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*Preparing Students for an Evolving World*

[www.pacificasd.org](http://www.pacificasd.org)

## MEMORANDUM

*Office of the Superintendent*

Meeting of October 25, 2017

**TO:** Board of Trustees  
**FROM:** Wendy S. Tukloff, Ed.D., Superintendent  
**SUBJECT:** Organization Chart Update, 2017-18

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### **Background**

This information item regarding the Organization Charts is presented annually to provide a snapshot of the organization of the district.

Beginning with the Superintendent chart and moving to the other cabinet level positions, one can see the areas of responsibility each cabinet member oversees. The broken lines for some of the department boxes represent shared responsibilities.

The additional document, "Who Does What," which is provided to district employees at the beginning of the year, reflect shifts in assignments for the District Office staff. Most importantly, this document demonstrates the many hard working and talented individuals that assist on a daily basis to ensure the employees and community members are served well.

We thank the Board of Trustees for the guidance and input provided for the district organization so we fulfill the needs of our district well.